



Iowa Department of Human Services

Terry E. Branstad
Governor

Kim Reynolds
Lt. Governor

Charles M. Palmer
Director

Date: 10/21/13

Christine Henry
PO Box 407
Roland, IA 50236

Dear Christine,

This letter is in regards to the 10/17/13 compliance check of your Category B, Registered Child Development Home. Iowa Code Chapter 237A and 441 Iowa Administrative Code, Chapter 110, describes specific requirements that must be met by a Registered Child Development Home. The following areas were out of compliance at the time of my visit:

*Note – Complaint received by the Department concerning improper supervision. Multiple investigations by Department included full spot check visit and determined there was an incident of confirmed improper supervision. Department concluded that though serious, this was an isolated incident unlikely to be repeated. Lengthy review with provider concerning improper supervision, ideas for prevention, and likely consequences of any future occurrences.

110.5(2) A provider file is maintained and contains:

☐ 110.5(2)a A physician's signed statement of health and immunization status on the provider and all members of the household who may be present when children are in the home. Statements must be obtained at the time of initial registration and updated every two years. (You need to obtain copies of physician signed statements of health for yourself and household members to be kept on file. These need to be renewed every two years.)

☐ 110.5(2)b Two hours of approved child abuse and neglect mandatory reporter training (and every 5 years thereafter.) (You need to obtain current certification in the required two hour child abuse/mandatory reporter training.)

☐ 110.5(2)d An individual file is maintained for each substitute and contains:

☐ 110.5(2)d A physician's signed statement of health of at the time of employment and at least every two years thereafter. (You need to obtain a current copy of a physician signed statement of health for assistant/substitute Chelsea to be kept on file. These need to be renewed every two years.)

☐ 110.5(2)d Certification of two hours of approved training relating to identification and reporting of child abuse within 6 months of employment and repeated every 5 years. (You need to obtain a copy of certification in the two hour mandatory reporter training for assistant/substitute Chelsea to be kept on file.)

110.5(8) Children's Files

☐ 110.5(8)e For infants and preschoolers: A statement of health signed by a physician submitted annually. (Several of your children's files need copies of current physician signed statements of health.)

Non-compliance with any of the mandated regulatory requirements listed above may lead to the cancellation or revocation of your Child Development Home Registration. **Please take whatever steps are necessary to completely address each of the violations noted above. It is essential you correct all above-mentioned violations on or before 12/6/13.**

☒ Based on the items out of compliance listed above, a re-check or follow-up visit to your home is not necessary. However, it is essential you come into complete compliance with all Departmental regulatory mandates. **Please check mark each of the boxes listed above when the necessary corrections have been completed. By doing so, you certify that you have completed all of the mandated regulatory requirements contained within each identified section.**

I certify that I have taken all of the steps necessary to correct each of the identified violations noted above and am now in complete compliance with all of the Departmental mandated regulatory rules.

Please sign and date below, and return this form in the provided envelope by: 12/6/13.

X _____
Signature Date

Please call me if you have any further questions.

Sincerely,



Earl Crow
Child Development Home Compliance Checks
DHS, Story County
(515) 268-7106

Always Remember:

Child Care Resource and Referral is an excellent resource for providers to access training options and support in your area. You can reach Child Care Resource and Referral at 1-800-722-7619.